

LAGRANGE

COLLEGE

Evening College



2004 - 2005

Evening College Bulletin



Challenging the mind. Inspiring the Soul.



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Volume 4

Number 1

LAGRANGE

COLLEGE

EVENING COLLEGE BULLETIN 2004-2005

LAGRANGE COLLEGE
601 Broad Street
LaGrange, GA 30240

President: Dr. F. Stuart Gulley

Editor: Dr. Jay Simmons

The *Evening College Bulletin* is published annually for the benefit of applicants and students in the Evening College division of LaGrange College and details policies, procedures, and programs that are specific to Evening College. The *Evening College Bulletin* is subordinate to the *LaGrange College Bulletin*. All policies not specifically addressed in the *Evening College Bulletin* are those policies detailed in the *LaGrange College Bulletin*. Inquiries should be addressed to the Vice President for Academic Affairs and Dean, jsimmons@lagrange.edu.

The Evening College division of LaGrange College admits qualified adult students of any race, color, national and ethnic origin to all the rights, privileges, programs and activities generally accorded or made available to students in the division. Evening College does not discriminate on the basis of sex, race, color, national or ethnic origin in administration of its educational policies, admission policies, financial aid policies, or other school-administered programs.

College Communications Directory

LaGrange College

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LaGrange, Georgia 30240-2999

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A complete directory of faculty and staff telephone numbers, fax numbers,
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2004-2005 ACADEMIC CALENDAR

Fall 2004

August	26	5:30pm	<i>New Student Orientation</i> , Bailey Room
August	30	5:30pm	Mathematics and English placement examinations
August	31		<i>Fair on the Square</i>
September	1	7:00pm	<i>Opening Convocation</i>
September	2		Registration for new students and returning students not prepaid Academic Profile Test
September	6		Labor Day - College closed
September	7		Registration for new students and returning students not prepaid
September	7		<i>Fall term begins</i>
September	14	5:00pm	End drop/add and late registration. No refund for individual classes dropped after this date.
September	17		Graduation Petitions due for seniors completing requirements end of fall term
September	30		Last day to withdraw from a fall class with an automatic "W"
October	4, 5		Midterm examinations
October	6, 7		Fall Break. Administrative offices open.
October	15		Deficiency notices due to Dean's office
October	15-17		<i>Homecoming</i>
October	21	7:00pm	Academic Profile Test for seniors, Student Center Assembly Room
October	22		Last day to withdraw from a fall term class
October	26-28		Pre-registration for winter term
October	26, 27		Students may meet with faculty advisors. Abbreviated class schedule.
November	9		Fall term ends
November	10,11		Final examinations
November	15		<i>Fall Enrichment term begins</i>
November	18	7:00pm	Ring Ceremony, Callaway Auditorium
November	22		Fall quarter grades due to Registrar
November	24-26		Thanksgiving Holiday (Administrative offices open on Nov. 24)
December	9		Fall Enrichment term ends

December 10 – January 2: Winter Break

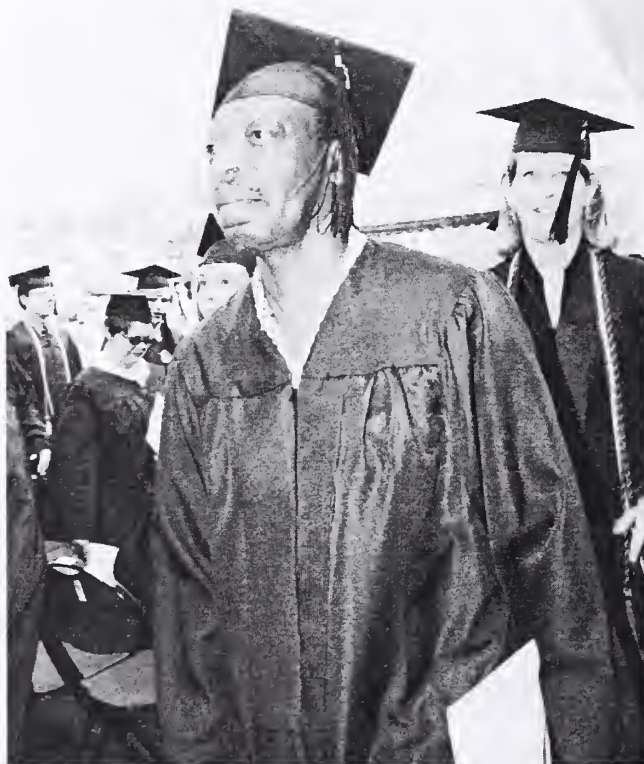
Administrative Offices open except December 23-27, 2004.

December	15	5:30pm	<i>New Student Orientation</i>, Bailey Room
December	20		Fall Enrichment grades due to Registrar
December	29	5:30pm	Mathematics and English placement examinations
<i>Winter 2005</i>			
January	3		Registration for new students and returning students not prepaid
January	3		<i>Winter term begins</i>
January	10		Syllabi due in Dean's Office
		5:00pm	End drop/add and late registration ends. No refund for individual classes dropped after this date.

January	14		Graduation Petitions due for students completing requirements end of winter term
January	17		Martin Luther King, Jr. Day – College closed
January	28		Last day to withdraw from a class with an automatic “W”
February	1,2		Midterm examinations
February	7		Deficiency notices due in Dean’s office
February	8-10		Pre-registration for Spring term
February	8,9		Students meet with faculty advisors. Abbreviated class schedule.
February	11		Last day to withdraw from a winter term class
February	26		Snow day – make up for Evening classes, if needed
March	1	5:30pm	<i>New Student Orientation</i> , Bailey Room
March	3	5:30pm	Mathematics and English placement examinations
March	4		Winter term ends
March	5		<u>Saturday examination schedule</u>
			5:50 pm classes, M/W 8:00-10:00 am
			8:00 pm classes, M/W 10:30- 12:30 pm
			5:50 pm classes, T/R 1:00 –3:00 pm
			8:00 pm classes, T/R 3:30-5:30pm
Spring 2005			
March	7		Registration for new students and returning students not prepaid
March	9		Spring term begins
March	11		Winter term grades due to Registrar
March	16		Syllabi due in Dean’s office
		5:00pm	End drop/add and late registration.
			No refund for individual classes dropped after this date.
March	17	5:30pm	Academic Profile Test for new winter and spring freshmen
March	17	7:00pm	Academic Profile Test for seniors, Student Center Assembly Room
March	18		Graduation Petitions due for seniors completing requirements end of spring term
April	1		Last day to withdraw from a spring class with an automatic “W”
April	4-8		Spring Break. Administrative offices open through noon Friday.
April	11, 12		Midterm examinations
April	18		Deficiency notices due
April	19-21		Pre-registration for summer and fall terms
April	19,20		Students meet with faculty advisors. Abbreviated class schedule.
April	22		Last day to withdraw from a spring term class
April	28		Alpha Sigma Lambda induction and reception, Sunny Gables
April	29		Honors Day
May	10		Spring term ends
May	11, 12		Final examinations
May	19		Grades due for graduating seniors
May	20	9:30am	Graduation rehearsal, followed by senior brunch
			Grades due for all other students
		5:00pm	Baccalaureate Service at First United Methodist Church.
May	21	8:30am	Graduation on the Quadrangle
May	24		<i>New Student Orientation</i> , Bailey Room
May	26		Mathematics and English placement examinations, Bailey Room

Summer 2005

June	2		Registration for new students and returning students not prepaid
June	6		Summer term begins
June	10	5:00pm	End drop/add and late registration. No refund for individual classes dropped after this date Syllabi due at Dean's office Graduation Petitions due for seniors completing requirements end of summer term
June	24		Last day to withdraw from a summer class with an automatic W
June	30		Midterm examinations
July	6		Deficiency notices due
July	8		Last day to withdraw from a summer term class
July	21		Summer term ends. Final examinations given during class period
July	28		Summer quarter grades due to Registrar



ABOUT LAGRANGE COLLEGE

Mission Statement

LaGrange College is called through The United Methodist Church to challenge the minds and inspire the souls of students by improving their creative, critical and communicative abilities in a caring and ethical community.

LaGrange College, established in 1831, is owned by the North Georgia Conference of The United Methodist Church. LaGrange College is proud of this relationship and believes that its mission is an extension of the work of The United Methodist Church. LaGrange College is committed to the free, uninhibited pursuit of truth. Academic freedom and free expression of faculty and students are integral to the LaGrange College ethos.

LaGrange College is committed to challenging the minds and inspiring the souls of students by improving their creative, critical, and communicative abilities. Faculty recognize the part they play in a student's development by serving as mentors and role models. The total LaGrange College program – curricular and co-curricular – is designed to challenge and support students as they deal with fundamental issues of self, world, and God.

The principal curricular means by which the College assists students in the improving of their creative, critical, and communicative abilities are an interdisciplinary, technologically sophisticated liberal arts program (A.A., B.A., B.S., B.M.), professional programs in business (B.A., B.S.), nursing (B.S.N.), education (B.A., M.Ed. and M.A.T.), and continuing education. The principal co-curricular means is through a comprehensive program of student life and athletics.

LaGrange College strives to be a caring and ethical community. The hallmark of the LaGrange College community is the quest for civility, diversity, service, and excellence.

Adopted by Faculty, Administration, and Board of Trustees, 1997; reaffirmed by Board of Trustees on October 20, 2000.

Accreditation

LaGrange College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097; Telephone number 404-679-4501) to award the degrees of Associate of Arts, Bachelor of Arts, Bachelor of Music, Bachelor of Science, Bachelor of Business Administration, Bachelor of Science in Nursing, Master of Education, and Master of Arts in Teaching.

LaGrange College is also approved by the United Methodist University Senate. It has membership in the National Association of Independent Colleges and Universities and the Georgia Foundation for Independent Colleges.

The Georgia Professional Standards Commission, which confers professional certificates upon college graduates meeting requirements in early childhood, middle grades, or secondary education, has awarded highest approval to LaGrange College's program of teacher education.

The Bachelor of Science in Nursing program is accredited by the National League for Nursing.

The undergraduate program in business administration is accredited by the Association of Collegiate Business Schools and Programs.

Evening College

Evening College supports the mission of LaGrange College through the provision of associate and baccalaureate programs that meet the academic needs of adult learners in Troup and surrounding counties. Evening College offers an outstanding academic program in a supportive, encouraging environment. The liberal arts and science based program is designed to nurture a love of life-long learning and to prepare students for the future through a curriculum that facilitates mastery in a discipline and development of reasoning, decision-making and problem-solving abilities skills, vital for career success. Recognizing that adult learners may be managing personal, professional, and collegiate careers, Evening College is structured to allow qualified students to earn an undergraduate degree at night, through full-time or part-time study, without sacrificing their professional and personal responsibilities. Evening College offers the Bachelor of Arts degree in Business Administration, the Bachelor of Arts degree in Human Development, and the Associate of Arts degree in Liberal Studies. A minor in Sociology is also offered.

Evening College operates on the quarter system and the academic year is divided into four terms that begin in September, January, March, and June. Accepted students may begin classes during any quarter.

ADMISSION

Freshman Admission

LaGrange College seeks to admit students who demonstrate the ability to benefit from a quality liberal arts and sciences education. Applicants to Evening College are normally independent adults 24 years or older who reside off-campus; they may be married or have dependents. Prospective students are encouraged to call the Evening College Office at 880-8298 to discuss the programs available in Business Administration, Human Development, and Liberal Studies, and to review the application process.

Prospective students should:

1. Request an application from the Evening College office, or download the application from our web site at www.lagrange.edu. The application requires completion of both biographical and academic information, as well as a thoughtful written response to a Focus Question. Mail the completed application and the \$20.00 nonrefundable application fee to Evening College, 601 Broad Street, Smith Hall 228, LaGrange, GA 30240.
2. Request official transcripts from all high schools and colleges attended. Official transcripts and test scores must be signed and sealed and forwarded directly from the agency to Evening College. Copies of transcripts mailed, faxed, or delivered by a prospective student are not considered to be official documents, and are therefore not acceptable. Students who earned a G. E. D. in lieu of a high school diploma must submit an official copy of the examination score, following the same procedure as noted above. Please note that applicants who are independent students, aged 24 or older, with a minimum of two years work experience are not required to submit SAT or ACT scores as a part of the application.
3. Schedule an appointment for a conversation with the Director of Evening College. The conversation with the Director is an important part of the admission process, allowing the student to ask questions about the program, and to discuss his/her intended study program.

The Admission Committee will review the completed application. Each application is carefully and thoughtfully evaluated for academic preparation and ability, as evidenced by the transcript(s) and essay. The Admission Committee reviews completed applications on a rolling basis; applicants should allow a minimum of two weeks for completed applications to be processed. The admission decision will be communicated to the student in writing.

Regular admission will be extended to those applicants who meet all of the requirements for admission; enrollment will normally be effective at the beginning of the next academic term. **Probationary admission** may be extended to applicants who do not fully meet the standard admission criteria, but who possess the potential to be successful students. Students accepted on probation will be limited to 10 quarter hours their first term, and must earn at least a 2.0 in both courses in order to continue in Evening College.

In some instances, an applicant who appears to meet the standard admission criteria may experience unexpected delays in forwarding official transcripts to the Admission Office. In this case, a **conditional admission** offer may be tendered with full admission contingent upon receipt of the necessary paperwork within 30 days of enrollment.

Transfer Admission

Students attending another institution may apply for transfer admission providing they are eligible to return to their current institution at the time of entry to LaGrange College. The College will evaluate course work from regionally accredited college and universities for LaGrange College academic credit. Normally, credit will be given for classes comparable to LaGrange College subjects for which the applicant earned a grade of "C" or above. If transferring from a two-year institution, credit may be earned for a maximum of 90 quarter hours of coursework. If transferring from a four-year college, normally 120 quarter hours of coursework may transfer. When transfer applicants are accepted, the Registrar will review and evaluate all coursework taken at institutions outside of LaGrange College. The report, indicating courses and credit hours for which transfer credit will be accepted by LaGrange College, will be mailed to the student prior to registration for the upcoming term.

Questions concerning the awarding of transfer credit should be directed to the Registrar's Office.

Transient Admission

A student currently enrolled in good standing at another college may enroll in the Evening College as a transient student. Applicants for transient status must complete the Transient Application for Admission and forward to the Registrar's Office a permission letter from the home institution, verifying status and authorization to enroll for the course.

Readmission

If a student has not attended Evening College for four quarters, or was not in good standing during the last quarter completed, s/he must submit an Application for Readmission (available in the Evening College office) before attempting to register for additional course work. Students who were absent for three quarters or less, and who were in good academic standing when they last attended, may re-activate their student file through the Registrar's Office without applying for readmission. Students who have not attended another institution while absent from LaGrange College, and who have been absent for less than four calendar years, are generally governed by the Bulletin in force at the date of their initial enrollment. Students who have been out of school for four or more calendar years are subject to the Bulletin in force at the time of their readmission and resumption of study.

If a student seeking readmission has attended another institution since leaving LaGrange College, he/she will – if admitted – be considered as a transfer student. Transfer students will be subject to the Bulletin in force at the time of their transfer back to LaGrange College.

Enrollment

After an offer of admission is extended, applicants who intend to accept the offer will be asked to submit an enrollment deposit of \$100.00 to reserve a space in the class for the upcoming term. The deposit will be considered as a credit toward tuition due. A student who expects to receive a tuition reimbursement scholarship from his/her employer may contact the Evening College office to request a waiver of the deposit.

The Evening College and the Registrar's offices will correspond with each student approximately one month before each term begins to provide details concerning course registration, placement testing, book purchases, and other subjects of importance to new students. Testing and registration activities are conducted during evening hours as a convenience for students. Students should be advised that English and mathematics placement tests must be completed before initial course registration can be finalized.

All new students are encouraged to participate in the Evening College Orientation, held the week prior to the start of classes. In addition to providing a campus tour, the orientation is designed to provide new students with the opportunity to meet current students, to introduce the advising and academic support system and cover logistics of course registration, and to review the mission and overarching objectives of the Evening program.

Payment of Charges

The following fees are in effect for the 2004-2005 academic year.

Tuition	\$213/qtr. hour
Testing Fee	\$60
Parking Permit Fee	\$15
Late Registration Fee	\$20
Personal checks/credit cards failing to clear	\$15

There are no additional general or course fees.

All educational charges are due and payable before the beginning of each term. Students who pre-register will be billed in advance of each term by the Business Office with a due date specified on the invoice. Students who fail to submit payment or make arrangements with the Business Office by the due date, will have their schedules voided by the Registrar, and will need to re-register in person after the account is settled. Students who receive employer tuition reimbursement should contact the Business Office to discuss options for billing and payment.

Refund Policy

Refunds for individual courses may only be granted in accordance with the deadline dates established by the Evening College calendar. Properly submitted refund requests will be processed within 10 days of notification from the Registrar's Office of withdrawal.

A student considering a complete withdrawal from all courses for the term should contact the Director of Evening College to begin the withdrawal process. The student should also consult with the Financial Aid and Business Offices to determine the financial impact of a complete withdrawal.

See page 18 (Disbursement of Excess Financial Aid) for the refund policies for students receiving financial aid.

FINANCIAL AID

Philosophy

Recognizing the significant investment students and families make when choosing a private college, LaGrange College offers a variety of assistance and payment options. We expect students to use a combination of scholarships, grants, loans and work to meet college costs. These resources may come from family, employers, state or federal sources. We encourage students to apply for financial aid as early as possible to maximize eligibility for all types of assistance.

Financial Aid Eligibility Requirements

In general, to be eligible for financial assistance, financial aid applicants must:

- Be a U.S. citizen or permanent resident alien of the United States.
- Be accepted for admission or currently enrolled in an approved degree-seeking program.
- Have a high school diploma or a General Education Development (GED) Certification, or pass an approved Ability-to-Benefit test.
- Be making satisfactory academic progress towards the completion of a degree program.
- Not be in default on any federal educational loan, or have made satisfactory arrangements to repay the loan.
- Not owe a refund on a federal or state grant.
- Not have borrowed in excess of federal loan limits.
- Be registered with Selective Service, if required.

Financial Aid Application Procedures

Applicants for financial aid must:

- Complete and submit a Free Application for Federal Student Aid (FAFSA) or a Renewal FAFSA annually.
- Complete a Georgia Tuition Equalization Grant Application, if applicable.
- Submit all required documents for verification, if selected.

Determining Financial Need

Students in need of financial assistance must complete a federal need analysis form, the Free Application for Federal Student Aid form (FAFSA). The FAFSA collects information concerning the student's family income, assets, and untaxed income, family size, and the number in college. This information is used in a federal need analysis calculation to determine what the family should be able to contribute towards educational expenses. This amount is called the Expected Family Contribution (EFC).

The Financial Aid Office establishes a Cost of Attendance Budget that discloses the annual costs for a student to attend LaGrange College. The Cost of Attendance Budget includes tuition, fees, room, board, books, supplies, and living expenses. Other components of the Cost of Attendance, which are applied on an individual basis, include childcare expenses, loan fees, and computer costs. These items may require documentation from the student. The Cost of Attendance Budget for independent Evening College students for the 2004-2005 academic year is \$19,096.

The Expected Family Contribution (EFC) is deducted from the Cost of Attendance at LaGrange College to determine whether a need for financial assistance exists. If the family's EFC is less than the Cost of Attendance, a financial need is established, and the Financial Aid Office will work with the family to assist in meeting that need.

Satisfactory Academic Progress

The United States Department of Education requires institutions of higher education to establish a satisfactory academic progress policy to be applied to all recipients of federal financial aid. Satisfactory academic progress means that the student is progressing in a manner consistent with fulfilling his/her degree requirements. Satisfactory academic progress is evaluated throughout the course of the degree program. A Satisfactory Academic Progress policy must

include two components: qualitative and quantitative. Qualitative measures cumulative grade point average. Quantitative measures the number or percentage of courses completed. The quantitative component also establishes the maximum time frame for completing a degree program. Financial aid recipients must meet both of these standards to receive financial aid.

The standards established in the Satisfactory Academic Progress policy apply to all financial aid programs.

Qualitative Standard

Federal regulations require a student to have a grade point average that is consistent with the institution's policy governing academic progress. LaGrange College has set the following minimum grade point average requirements. The Registrar and Academic Dean monitor this component of the policy each term.

Classification	Minimum Cumulative Grade Point Average
Freshman	1.65
Sophomore	1.75
Junior	1.85
Senior	2.00

Quantitative Standard

Students receiving funds from any of the financial programs covered under this policy must demonstrate measurable progress toward the completion of their degree program. LaGrange College requires students to successfully complete 67% of the credit hours for which the student enrolls each academic term. The credits hours considered under this policy will be those for which the student is registered at the end of late registration. Grades of A, B, C, or D are considered as successful completion of a course. Grades of F, W, WF, NR, or I are considered failing and do not count as successfully completed courses. Audited courses are not considered in either the quantitative or qualitative standards.

Maximum Time Frame

Federal regulations allow a student to receive financial assistance for no more than 150% of the credit hours required to complete the degree program. Therefore, students pursuing a bachelor's degree must complete their program within 270 attempted credit hours. Most students will complete the program within the time frame. However, frequent withdrawals from courses or school, change of major, failed courses, repeated courses, or courses taken that are not related to your degree program could jeopardize financial aid eligibility. All attempted hours are considered when reviewing maximum time frame.

Transfer students must complete their program within a maximum of 270 credit hours. Hours transferred to and accepted by LaGrange College from other institutions are considered in the maximum time frame. For example, if a student has 75 credit hours acceptable towards their degree program, the student may receive financial assistance for 195 additional credit hours.

Students pursuing an additional bachelor's degree or a master's degree are eligible for an additional 90 quarter hours to complete the degree.

Evaluation

The cumulative academic history of financial aid recipients is reviewed each term to determine if the student is meeting the quantitative, qualitative and time frame standards for all courses attempted, regardless of whether or not financial aid was received. Transfer grade point averages are not considered in either of these standards. However, accepted transfer credit hours will be considered in the maximum time frame for completing a degree program. Students who fail to meet both qualitative and quantitative standards will be placed on financial aid probation. Students placed on financial aid probation are eligible for financial aid during the probationary term. If the student does not meet the satisfactory academic progress standards at the end of the probationary term, future financial aid will be terminated effective with the next term of enrollment. Students whose financial aid is terminated may appeal to the Financial Aid Appeals Committee for re-instatement of financial aid.

Appeal Process

Student financial aid recipients who lose their eligibility for financial aid may appeal in writing to the Financial Aid Appeals Committee ***except for loss of eligibility due to time frame***. Appeals must be submitted in writing to the Director of Financial Aid outlining any mitigating circumstance(s) that impacted the student's academic performance,

documentation of circumstance(s), if applicable, and how the deficiency will be resolved. The Director will convene the Financial Aid Appeals Committee to evaluate the request for reinstatement of financial aid eligibility. The Director of Financial Aid will notify the student in writing of the decision of the Committee and any conditions associated with reinstatement. Students whose appeals are approved will receive financial aid on probationary status for the next term of enrollment and will have their academic performance reviewed at the end of that term for continued eligibility.

Student Financial Aid Policies

Due to the demand for financial assistance, the Financial Aid Office awards aid to eligible students on a first-come, first-served basis. In awarding, first priority is given to students pursuing their first undergraduate degree. Transient, non-degree seeking, and unclassified students are not eligible for financial assistance.

All financial aid applications and documentation for verification must be submitted before an official financial aid award letter is mailed.

In constructing a financial aid award, funding is awarded in this order: grants and scholarships, student loans, and student employment.

External sources of financial aid available to a financial aid recipient must be considered in the awarding of Federal, State, and LaGrange College need-based financial aid programs. LaGrange College reserves the right to cancel or reduce financial aid awards in the event that these resources result in financial aid in excess of financial need.

Financial aid awards are made assuming full-time enrollment. Most LaGrange College and state financial aid programs require full-time enrollment. However, financial assistance is available to students enrolled on at least a half-time basis in the form of Federal student loans (Perkins, Stafford, and PLUS) and Federal Pell Grant and Federal Supplemental Educational Opportunity Grants, if eligible.

A student's enrollment status will be based on the credit hours for which the student is registered at the conclusion of late registration. All financial aid awards will be calculated using final registration information.

Financial aid awards will be disbursed on the first day of classes provided all required documents and eligibility requirements are met.

Federal Financial Aid Programs

Federal Pell Grant is awarded to undergraduate students pursuing a first bachelor's degree. The student's Expected Family Contribution, Cost of Attendance, and enrollment status determines the Pell award. Students enrolling less than full-time qualify for a prorated amount of Pell Grant based on their enrollment status.

Federal Supplemental Educational Opportunity Grant is awarded to undergraduate students with exceptional financial need. Priority is given to students eligible for the maximum Pell award.

Federal Perkins Loan is a low interest, repayable loan awarded to students with exceptional financial need. The interest rate is 5% and no interest accrues on the loan while the borrower is enrolled half time and during the grace period. Repayment begins nine months after graduation or withdrawal from school. Funding in this program is limited; students may contact the Financial Aid Office for more information.

Federal Stafford Loan is a low interest, repayable loan available to undergraduate and graduate students regardless of income. The interest rate is variable on Stafford loans but will not exceed 8.25%. The interest rate is adjusted each July 1. Federal Stafford Loans allow for a six (6) month grace period before the borrower begins repayment. Borrowers have a maximum of ten (10) years to repay their student loan. Loans are available through banks, credit unions, and other lending institutions. The only qualification for receiving a Federal Stafford Loan is to meet the eligibility requirements for financial assistance. The student is not subject to credit approval for this loan. All eligible financial aid participants may borrow from the Federal Stafford Loan program.

The Stafford Loan Program is composed of two loan types, subsidized and unsubsidized. A subsidized loan is awarded on the basis of financial need. Subsidized loan borrowers will not pay interest on the loan while enrolled in school, during the grace period or during authorized periods of deferment. The federal government pays the interest. An unsubsidized loan is not awarded on the basis of financial need. Any student regardless of income may participate in this loan program. However, interest does accrue while the student is enrolled in school, during the grace period, and during periods of deferment. The borrower has the options of paying the accrued interest or having the interest capitalized. Capitalization adds the interest to the principal amount of your loan. This option will increase your loan indebtedness.

The annual maximum awards from the Federal Stafford Loan Program are based on the borrower's classification and dependency status as indicated in the chart below.

Classification	Dependent	Independent
Freshmen	\$2,625.00	\$6,625.00*
Sophomores	\$3,500.00	\$7,500.00*
Junior and Seniors	\$5,500.00	\$10,500.00*

*Only the dependent student amounts may be subsidized. The additional \$4,000 for freshmen and sophomores and the additional \$5,000 for juniors and seniors are unsubsidized funds.

Georgia Student Assistance Programs

The State of Georgia provides several financial aid programs to assist residents of Georgia. Recipients of these programs must meet financial aid eligibility and Georgia residency requirements. For most State grants, a Georgia resident is one who has physically lived in the state for a minimum of 12 consecutive months for some purpose other than to attend school and intends to remain in the state indefinitely. An applicant for financial aid will be considered a resident of Georgia if he/she can demonstrate that he or she has physically resided in the state for twelve consecutive months prior to the first date of enrollment and can provide documentation of intent to remain indefinitely. Acceptable documentation of intent to remain indefinitely includes but is not limited to a Georgia driver's license, voter registration card, automobile registration or other definitive evidence. Residency is established twelve months from the date the documentation was issued. *If the Evening College student is a dependent student, the residency of the supporting parent drives the residency of the student.* The Director of Financial Aid makes the final determination of residency.

Georgia Tuition Equalization Grant is a non-need-based grant from the state to Georgia residents attending a private college or university full-time. The annual amount is contingent upon funding by the Georgia Legislature.

HOPE Scholarship Program has provided scholarship assistance for Georgia residents since 1993. Georgia residents who graduated from high school on or after June 1996 with a 'B' average are eligible for a \$3,000 per year scholarship to attend a Georgia private college or university. HOPE Scholars attending a private college or university must be full-time to qualify. HOPE scholars must maintain a 3.0 grade point average for continued eligibility. HOPE Scholars will be evaluated at increments of 45, 90, and 135 quarter hours.

Students who did not graduate from high school as a HOPE Scholar may become eligible for the HOPE Scholarship after completing 45, 90, or 135 quarter hours. This is provided the student's cumulative grade point average is a 3.0 or better; the student was a Georgia resident at the time of enrollment at a Georgia college or university and at the time the student becomes eligible for the HOPE Scholarship. The calculation of grade point averages for HOPE purposes must include all courses attempted since graduating from high school. Students who believe they qualify for this program should contact the Director of Financial Aid for more information.

Georgia LEAP Grant is a State of Georgia need-based grant awarded to Georgia residents who qualify for Federal Pell Grant and have substantial financial need. The annual amount is contingent upon appropriations by Congress and the Georgia Legislature.

Law Enforcement Personnel Dependents Grants provides non-repayable grants of up to \$2,000 per year to eligible Georgia residents who are dependent children of Georgia law enforcement officers, prison guards, or firemen who were permanently disabled or killed in the line of duty.

Disbursement of Financial Aid

Financial aid funds are credited directly to the student's account by the Business Office at the beginning of each quarter. The funds are applied towards current tuition, fees, room, board, and other charges as authorized by the student. Financial aid recipients should be aware that financial aid funds are for educational expenses only. Therefore, students who fail to enroll or attend classes are not eligible for their financial aid award. Disbursements will only be made to students who have submitted all required documents for disbursement, are registered, meeting satisfactory academic progress standards, and are enrolled for the appropriate number of credits hours to establish eligibility for individual financial aid programs.

Disbursement of Excess Financial Aid

Students with a residual financial aid funds after tuition and other authorized charges are paid will receive a refund of the remaining credit balance within 14 days of the beginning of classes or 14 days from the date the credit occurs (if after final registration). All refunds must be retrieved from the Business Office and require a picture ID before disbursement. If the student wishes to leave the credit balance on the account for subsequent terms, he/she may sign an authorization form with the Business Office.

Student Financial Aid and Federal Tax Implications

Students receiving scholarships and grants that exceed their tuition, fees, book and supplies should be aware that these funds are taxable under federal and state tax law. It is important that students maintain records of their grants and scholarships and documentation of educational expenses for reporting purposes.

Federal tax law allows for only qualified scholarships and grants to be excluded from income. Qualified scholarships are any amount of grant and scholarship you receive that is used for tuition, fees, books, supplies and equipment required for your course instruction. Scholarships and grants that are specifically designated for educational expenses other than those described under qualified scholarships (room, board, transportation, or living expenses) are taxable.

Suspected Fraud

Institutions are required to report cases of suspected fraud to the Office of the Inspector General of the Department of Education, or, if more appropriate, to the state or local law enforcement agency having jurisdiction to investigate these allegations. Fraud may exist if the institution believes the applicant misreported or altered information in order to increase or fraudulently obtain federal funds their financial aid eligibility.



ACADEMIC SUPPORT SERVICES

William & Evelyn Banks Library

The librarians and staff take great pride in the high level of service that is offered at the Banks Library. Each year the library staff receives high marks from faculty and students on the annual library survey. Library instruction is highly emphasized with both individual and group instruction offered.

The Banks Library provides up-to-date resources that support the curriculum and general information needs of students and faculty. The Online Catalog can be accessed from anywhere in the world on the WEB. Additionally, the library makes available to students and faculty full-text databases on GALILEO plus discipline specific databases to which it subscribes including *JSTOR*, *GALE'S Business and Company Resource Center*, *ATLAS Religion Database*, *CINAHL*, *AMICO*, and more.

Separate Education and Music & Art areas in the library provide easy access to library materials for those disciplines in a comfortable, user-friendly environment. A Multi-Media Center provides access to the Internet, word processing, presentation software, E-MAIL, and the library's electronic resources. During hours that the library is open a scanner, computer projector, digital camera, and multi-media workstations are available for student use. Group study rooms, study carrels, video viewing-rooms, and a large conference room are also available.

The Banks Library seeks to fulfill the mission of the college through the provision of information resources and services supporting the curriculum, co-curricular, and research needs of students and faculty.

Academic Advising

The Director of Evening College will serve as the academic advisor for all incoming Evening College students and for students pursuing the Associate of Arts in Liberal Studies degree. After a student declares a major in Business Administration or Human Development, a departmental faculty advisor will be assigned to work with the student through the completion of his/her program. The advisor functions as a general resource for program information, policies and procedures, schedule planning, etc. While faculty advisors will work closely with students in the planning of schedules, *it is the student's responsibility* to insure that all program requirements are fulfilled.

Career Development Center

Evening College students are encouraged to use the resources available in the Career Development Center. The Center maintains current career-related materials and computer-assisted guidance programs to allow students to complete self-assessments on skills and interests related to careers or to personal development. The Center also sponsors Job Fairs and skill-building workshops and coordinates internship opportunities. The Career Development Center staff is available, by appointment, to meet with interested students during evening hours.

Computer Facilities

In 1991, LaGrange College became committed to creating a fiber optic network of many computers that would allow students and faculty to access the network anywhere on campus. The college currently has 12 computer laboratories allowing students to access the World Wide Web from virtually any site on campus. Microcomputer labs on campus are available for general use except when the rooms have been reserved for class use. Evening College students may find the laboratory on the 3rd floor of Smith Hall (room 322) most convenient for their use. The lab consists of workstations with access to Pascal, FORTRAN, BAIC, Oracle, COBOL, SQL, and the Internet.

LaGrange College seeks to provide students with the greatest possible access to computer resources within the limits of institutional priorities and financial capabilities, and consistent with generally accepted principles of ethics that govern the College community. Access to computer and network facilities requires each student user to be accountable and responsible for appropriate use of computer facilities. Students should note the following, taken from the Policy for the Responsible Use of Information Technology. The complete Policy is printed in the *LaGrange College Bulletin* and is also available in the Evening College office.*

LaGrange College computing resources and associated user accounts are to be used only for the College activities for which they are assigned or intended. The computing systems are not to be used for any non-college related commercial purposes, public or private, either for profit or non-profit.

Many technology resources at LaGrange College are accessed through user accounts. All users are responsible for both the protection of their account passwords and the data stored in their user accounts. Sharing a password is prohibited. User accounts will be deactivated when the user's affiliation with the College is terminated and all files and other data will be removed from those accounts.

The College provides email accounts for students, faculty and staff. All course information and other official College communication will only be sent to campus email addresses.

Microcomputer labs on the LaGrange College campus are available for general use except during the periods the rooms have been reserved for teaching purposes. It is the responsibility of every user to use lab and public access facilities in a responsible manner. Use of laboratory or public access facilities to view material that may be considered offensive to others, which includes but is not limited to racially hateful and sexually explicit material, is considered a form of harassment. The viewing of harassing material is inconsistent with Mission of LaGrange College. Viewing such harassing material in a lab or public access areas can result in disciplinary action.

Tutoring Center

The Student Tutoring Center is located on the 5th floor of Henry Hall. Peer tutors are available each evening to provide assistance in English, mathematics, history, science, and other courses in the general education curriculum. Student tutors are available Monday through Thursday and Sunday evenings from 6:00 p.m. until 9:00 p.m. There is a mathematics lab, and assistance for subjects including science, history, and literature.

Writing Center

The Writing Center is designed to provide a service to students who would like individualized help with their writing. It is directed by an English Department faculty member, and staffed by undergraduates who have proven to be especially proficient in their writing skills. Students are encouraged to visit the Center to conference about the writing process, to brainstorm topics with peers, or to work with other writers on essays, research papers, and other assignments. The Center is open for appointments, and for drop-in visits, weekdays until 9:00 p.m.



STUDENT LIFE

Evening College is committed to providing a positive environment that attends to a student's intellectual, emotional, spiritual and social development. LaGrange College sponsors a variety of cultural events and recreational activities for the enjoyment of students and their families. The College also provides programs designed to support every dimension of students' well-being. We welcome and encourage student participation in all campus programs.

In addition to providing a positive climate for growth and development, LaGrange College is committed to fostering an honorable standard of conduct for all within our community. The college regulations are formulated to meet changing student needs within the framework of college policy. These regulations are effective when the student enrolls. The specific policies with regard to student conduct are reviewed with all new students during orientation. In addition, the statement of conduct is published in the *LaGrange College Bulletin* and the *Student Handbook and Panther Planner*.

Development and Well Being

All new students are invited to the Evening College **Orientation**. This event introduces students to campus policies, procedures, and resources and to the staff who are available to support and advise throughout the course of the program. Small group sessions allow new and returning students to meet and share in order to encourage discussion of the transition to college life.

The **Office of the Chaplain** coordinates chapel services held each Sunday evening at 10 p.m. when college is in session. These spirited worship services provide opportunity for celebration, for reflection, and for fellowship with other students. Rev. Quincy Brown is also available for individual counseling in his office in Smith Hall.

The **Counseling Office** located on the first floor of Smith Hall offers counseling in a variety of areas. Students needing a confidential resource for short-term counseling should contact Director Pamela Scotto. Areas in which counseling is offered include stress reduction, conflict resolution, substance abuse, and interpersonal relations.

The facilities of the **Aquatics Complex** are available for recreational and lap swimming year-round. In addition, the facilities and equipment of the **Physical Education Department** are available for recreational use when not otherwise scheduled for instructional, athletic, or intramural use. Hours for the fitness center, gymnasium, and pool, will be posted each term. A valid LaGrange College ID is required for admittance to all facilities.

Events and Activities

The **Theatre Arts Department** sponsors a series of plays in Price Theatre and the **Fine Arts Department** hosts a variety of gallery exhibits in the Lamar Dodd Art Center throughout the year. Admission is free for students. Announcements about coming events are posted on the college web site and printed in the *Evening Update* newsletter.

Students with an interest in writing are encouraged to contribute to **The Hilltopper**, the campus student newspaper, or to **The Scroll**, the annual literary magazine. Interested students should contact the English department chair for further information.

Honors Day is an annual spring event highlighting outstanding student achievement. Dean's List students are recognized, and departmental honors are awarded. Evening student inductees into **Alpha Sigma Lambda** Academic Honor Society are announced during this celebration.

The Student Government Association sponsors occasional **coffee breaks** for Evening students each term to encourage students to take a few minutes to unwind and relax with fellow students. The date for each coffee is announced via campus e-mail.

Academic Policies

Class Attendance

Students are expected to attend all class sessions including labs, for all courses. If a student must be absent, all matters related to student absence, including makeup work, must be arranged with the professor. Each course syllabus makes a clear statement about policies related to absences. Please note that excessive absences may result in an administrative withdrawal with a grade of "W" or "WF".

Students are expected to be present for all quizzes or final examinations, unless the reasons for absences are acceptable to the professor.

Course Registration

Pre-registration is conducted several weeks before the onset of each new term. While students are encouraged to register online via PantherNet, they are required to contact their advisor first to discuss their academic progress and their intended schedule. The advisor hold will be removed – allowing the student to self-register – only after the conversation with the advisor has occurred.

As a general policy, Evening students may not register for classes offered on the Day schedule. The Evening College is a separate and distinct program whose academic calendar and tuition schedules differ from those offered during the day. Students with a compelling need to request enrollment in a Day course must meet with the academic advisor first, and then complete an Academic Petition form for review and consideration by the Vice President for Academic Affairs and Dean.

Fall Enrichment Term

Beginning in the fall of 2004, the Evening College program includes a Fall Enrichment Term. The 3 ½ week mini-term is designed to enrich students' learning experience through elective study of significant topics not included in the regular general education or major curriculum. Course offerings will vary each year, but may include such topics as *Southern Women: Fact and Fiction*, *Global Food Production and World Hunger*, *Spanish Intensive*, *Business in Literature*, *Introduction to E-Commerce*, and *Media Communication*.

All students who enroll later than summer 2004 must include two fall enrichment courses in their schedule; students are encouraged to enroll during their freshman and sophomore years. Students who matriculated prior to fall 2004 are required to complete one enrichment course in their academic experience. The term runs from mid-November through early December, and, for financial aid purposes, is considered to be included as a part of the fall quarter.

Grades and Credits

The definitions of grades given at LaGrange College are as follows:

A – superior

B – above average

C – average

D – below average

F – failing

I – incomplete. This is a temporary grade, assigned by the instructor if a student is doing satisfactory work and, for reasons beyond the student's control, cannot complete the work for the quarter.

NC – no credit

W – withdrawn. An automatic 'W' is given if the student withdraws after the end of drop and add but before the completion of three weeks of class. After the deadline for automatic withdrawal passes, the instructor will assign a 'W' or a 'WF' depending upon the student's status.

WF – withdrawn, failing

AW – audit, withdrawn

AU – audit, complete

NR – grade not reported by the instructor

Declaration of Major

A student may declare his/her academic major after successfully completing 22 quarter hours. Students *must* declare a major by the time they have completed 75 quarter hours of course work. The declaration of major is initiated in the Evening College office, and must be signed by the student's academic advisor and by the appropriate department chair. The major requirements are based on the Bulletin in effect when the major is declared, not on the Bulletin of entry.

Honor Code

Students at LaGrange College sign the Honor Code, which states,

As a member of the student body of LaGrange College, I confirm my commitment to the ideals of civility, diversity, service, and excellence. Recognizing the significance of personal integrity in establishing these ideals within our community, I pledge that I will not lie, cheat, steal, nor tolerate these unethical behaviors in others.

The Honor Council, composed of ten students, deals with students accused of violating the Honor Code. The Honor Council is selected each spring by the outgoing Chair of the Honor Council, The Dean of Students, and the Vice President for Academic Affairs and Dean. A member of the faculty serves as advisor. In endorsing the Honor Code, the faculty agreed to report any suspected violation of the Honor Code to the Honor Council, either through the Vice President for Academic Affairs and Dean or the Chair of the Honor Council. Members of the faculty are therefore expected to report all suspected violations of the Honor Code. The Honor Code assumes that any student witnessing or otherwise having knowledge of an Honor Code violation will report the violation to the course instructor, the Chair of the Honor Council, or the Vice President for Academic Affairs and Dean. (For a complete description of the Honor Code, please see the *Student Handbook*.)

The following are violations of the Honor Code:

1. Lying in any academic matter.
2. Cheating by either giving aid to or receiving aid from a student or other source without the consent of the faculty member or plagiarizing (using another person's words or ideas without documenting them properly).
3. Failure to report a violation of the Honor Code.
4. Failure to appear before the Honor Council as requested by written notice.
5. Failure to maintain confidentiality regarding an Honor Council case.

Sanctions include:

- assigning a grade of zero to the related academic work (assignments, tests, case study, etc.);
- lowering the final grade in the course by one letter or
- a grade of "F" in the course;
- suspension for one academic term; or
- dismissal from the College.

An investigation and hearing shall be confidential and those within the bounds of confidentiality shall not divulge anything that is said or done with regard to these proceedings to anyone outside the bounds of confidentiality. Should anyone outside the bounds of confidentiality receive information which is considered to be confidential, he or she will automatically be bound by confidentiality. Those within the bounds of confidentiality include Council members, the faculty advisor to the Council, the Vice President for Academic Affairs and Dean, the President, accusers, the accused, witnesses, persons interviewed during the investigation, victims, and the College's attorney. In addition, the accused may include within the bounds of confidentiality his or her parents, faculty, staff, minister, personal or legal counsel.

All tests at the College are conducted under the Honor Code. Accordingly, instructors may leave the room during the examination and students are on their honor to do their own work. The Honor Code should be abbreviated on the outside of the test and signed by the student before handing in the examination. The student should leave all books and materials not pertaining to the test either in the hall outside the classroom, or next to the wall in front of the classroom. Students should take the test in the designated classroom, except under extenuating circumstances or by prior arrangement.

Work prepared out of class should be that of the individual. Any assistance from fellow students, books, periodicals, or other materials should be carefully acknowledged. Instructors should give specific guidance regarding what constitutes a violation of the Honor Code. If any doubts about plagiarism arise, a question should be raised by the instructor.

A student should never copy a section of an old term paper and submit it as his or her own, and the student should be guided in the use of these materials by the wishes of the instructor. The instructor should provide specific written and/or verbal guidelines regarding the use of these materials.

As early as possible in the term, the instructor should make clear to his or her classes how the specifications of the Honor Code apply to class requirements. For example, what constitutes a legitimate use of source material, especially material on the Internet, should be made clear. With all their devotion to declared ideals, students are still subject to the pressures of academic competition. They deserve the protection and encouragement of the faculty.

Student Appeals

There are processes by which students may petition regarding academic issues, including Academic Forgiveness, Grade Appeals, and Appeal of Academic Policy. The procedures are detailed in the LaGrange College Bulletin and summary information is also maintained in the Evening College Office.

Student Status

Student status is determined based on successful completion of credit hours, per the following.

Freshman	1- 45 hours
Sophomore	46-89 hours
Junior	90-134 hours
Senior	135 or more hours

Students may declare their academic major after completion of 22 quarter hours. Please note that no grade below 'C' in any course about the 100 level may be applied toward a major.

180 hours are required for completion of the degrees in Business Administration and Human Development. The general education curriculum – 101 credit hours – are required for the completion of the Associate of Arts degree in Liberal Studies degree.

Transcripts

Students are provided transcripts of their academic record free of charge. Requests should be made in writing to the Registrar's Office well in advance of the date needed. No transcript will be issued to a student under financial obligation to the College.



*Students and guests at
2004 Alpha Sigma Lambda
Honor Society orientation.*

DEGREE REQUIREMENTS

Evening College offers the Bachelor of Arts degree in Business Administration, the Bachelor of Arts degree in Human Development, and the Associates of Arts degree in Liberal Studies. To obtain the Business Administration degree or Human Development, a student must complete 180 quarter hours including the General Education curriculum and major courses; a departmental assessment and the Academic Profiles test are also required. Students for whom the Liberal Studies degree is the terminal degree will satisfy their requirement upon successful completion of the 101-hour general education curriculum and the Academic Profiles test. Students who have declared a major in Liberal Studies concurrent with a bachelor's degree program are exempt from the Academic Profile test until the final term of their B.A. program.

Candidates for degrees must earn, at a minimum, a 2.0 quality point average. The QPA is determined by multiplying the grade point by the course credit, summing, and then dividing the total quality points earned by the total GPA hours. Quality points are assessed as follows: A-4, B-3, C-2, D-1, F-0.

Candidates must also meet the residency requirements for Evening College. Generally, B.A. candidates must accomplish the last 60 hours in Evening College. With the approval of the Vice President for Academic Affairs and Dean, students may earn 15 hours of transient credit during their final 90 hours.

Candidates for the associate degree must accomplish the last 30 hours in Evening College.

While each student will work with a faculty advisor to plan her/his academic program, the ultimate responsibility for insuring that all degree requirements are accomplished rests with the student.

Minor in Sociology

Students who desire to earn a minor in sociology must complete five courses in the disciplines of Human Services and Psychology. Required courses are:

- Principles of Sociology
- The Family
- Social Problems

The final two courses may be selected from:

- America's Children
- Criminology
- Social Psychology (note: prerequisite is Introduction to Psychology)



GENERAL EDUCATION CURRICULUM

LaGrange College is first and foremost a liberal arts and sciences college. The underlying philosophy of liberal learning is found throughout the curriculum, but is most obvious in the structure of the General Education Curriculum that provides the foundation for all studies.

The curriculum is distributed as follows:

Required Courses:

College 101	2 hours
*English 101, 102 and, 103	15 hours
History 101 and 102 or 111 and 112	10 hours
Mathematics 101	5 hours
Computer Science 170	5 hours
Religion 101, 103 or 104	5 hours
Speech 105	5 hours
Physical Education or HPR	4 hours

Total: 51 hours

Electives:

Humanities/Fine Arts	15 hours
**Modern Language/Culture	5 hours
Science/Mathematics	15 hours
Social/ Behavioral Science	15 hours

Total 50 hours

*Students transferring from an institution for which credits in ENG 101 and 102 constitute a complete English sequence are exempt from the ENG 103 course requirement.

**Students who declare a major in Human Development may not use LAS 104 to satisfy the modern language/culture requirement. Human Development majors must complete the SPN 101 and 102 sequence.

The following courses are all options for the completion of the elective courses within the general education curriculum.

I. Humanities/Fine Arts

ART 109 – Art History I	ENG 207 – American Literature II
ART 110 – Art History II	ENG 208 – World Literature
ART 151 - Basic Drawing	MUS 112 -Music Survey
ENG 204 – British Literature I	THA 101 – Drama Survey I
ENG 205 – British Literature II	THA 102 – Drama Survey II
ENG 206 – American Literature I	

II. Modern Language/Culture

SPN 101 – Elementary Spanish I	LAS 104 — Latin American Culture
SPN 102 - Elementary Spanish II	

III. Science/ Mathematics

GSC 101 – Earth Science I	MTH 114 – Statistics
GSC 102 – Earth Science II	MTH 118 - Quantitative Reasoning

IV. Social/ Behavioral Science

PSC 101 – United States Government

PSY 149 – Introduction to Psychology

PSY 202 – Human Growth and Development

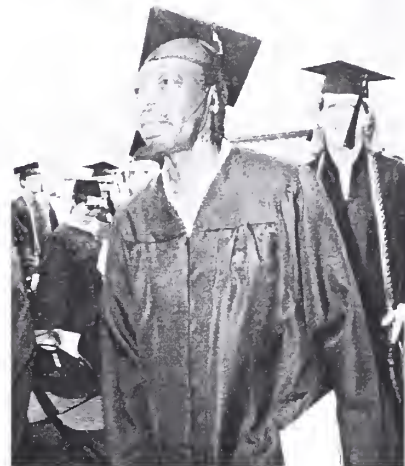
HSV 146 – Introduction to Sociology

HSV 247 – The Family

HSV 253 – Social Problems

HSV 299 – Introduction to Human Services

PHL 149 – Introduction to Philosophy



Graduation, May 2004

COURSES

The courses available through Evening College follow. The Business Administration Department is presented first, followed by the Human Development. General Education required and elective courses follow, listed alphabetically by department.

Following each course number is the anticipated term in which the course will be taught. The schedule will be followed insofar as possible, but is subject to change. The course list is accurate and complete at the time of publication of this Bulletin. Courses may be added to/deleted from the program at the discretion of the College.

Course Numbering System and Abbreviations

Courses numbered 100 through 199 are intended primarily for freshmen and sophomores. Courses numbered 200 to 299 are intended primarily for sophomores. Courses numbered 300 through 399 and above are intended primarily for juniors and seniors. Courses numbered 400 through 499 (with the exception of the 480 Special Topics courses) are intended primarily for seniors.

The number in parentheses following the course title indicates the number of quarter hours credit awarded for the course. If a course has a prerequisite, it will be so noted following the course description.



BUSINESS ADMINISTRATION

Within the context of a liberal arts environment, the Business Administration curriculum is designed to aid the student in developing a fundamental understanding of the nature, purposes and interdependencies of business systems and the socioeconomic environments in which they operate. The division prepares majors for employment in a wide variety of organizations and provides the background needed for entry to graduate or professional schools.

The objective of the B.A. degree is to provide students with a comprehensive understanding of both the qualitative and quantitative aspects of the functions of business, while affording them an extensive opportunity – through enrollment in elective courses - to pursue course work in other disciplines.

The 180-hour B.A. in Business Administration requires completion of the general education courses, the major courses listed below (55 hours), and 24 elective hours. In addition to the course requirements, students must sit for the comprehensive Department Assessment Test (DAT).

Note: Students must complete ENG 102 and CSC 163 prior to entering 300-level business courses.

Major Courses, Required:

BuA 200	Principles of Economics
BuA 260	Principles of Financial Accounting
BuA 263	Principles of Managerial Accounting
BuA 351	Legal and Ethical Environment
BuA353	Corporate Finance
	OR
BuA354	Business Performance Analysis
BuA 370	Management and Organizational Behavior
BuA 380	Principles of Marketing
BuA 440	Management Simulation
LAS 393	Intercultural Communications
MTH114	Statistics
MTH 118	Quantitative Reasoning
	OR
MTH 360	Finite Mathematics

BuA 101 Contemporary Economics/Business Issues (5) On Demand

This is the basic economics course for non-majors and is designed to provide students with an understanding of introductory economic principles to analyze, from an economic perspective, issues such as the population explosion, poverty, pollution, unemployment, and inflation.

BuA 200 Principles of Economics (5) Fall

An introduction to the science of economics and its analytical tools. This course is devoted to providing the student with a thorough understanding of the basic principles of a) microeconomics: the study of the economic behavior of individual households and firms and the determination of factor prices, and b) macroeconomics: the study of the determination of the aggregate levels of income, output, employment and prices and the examination of fiscal and monetary policy.

BuA 260 Principles of Financial Accounting (5) Fall

This course provides an introduction to accounting as a device for reporting business activity. The underlying principles of accounting are studied, in addition to the preparation and use of financial statements.

BuA 263 Principles of Managerial Accounting (5) Winter

A study of managerial control systems and the uses of accounting information for planning and control, including analysis and interpretation of data, and use of cost information for business policy implementation.

Prerequisite: BuA 260 or consent of instructor

BuA 322 Business Ethics (5) On Demand

A study of current social problems faced by business with particular attention paid to the background factors giving rise to those problems, various proposed solutions, and the approach that is currently being followed.

Prerequisite: Junior standing, or consent of instructor

BuA 351 Legal and Ethical Environment of Business (5) Fall

This course addresses the legal and ethical implications of business decisions. Topics may include legal organization, employment, discrimination, contracts, workplace, safety, product liability and antitrust issues. Cost-benefit analysis will be used as a tool to evaluate business decisions in light of existing legal rules and social responsibility.

BuA 353 Corporate Finance (5) On Demand

The first half of this course focuses on various methods used by corporate managers to evaluate alternative investment opportunities, including discounted payback, internal rate of return, discounted cash flow and "economic value added" analyses. The second half of the course focuses on the methods used to finance corporate investments in assets, including capital structure, cost of capital, bankruptcy risk, informal workout and Chapter 11 reorganization issues. Relevant legal, accounting and tax issues are integrated throughout the course content.

Prerequisite: BuA 200, 260.

BuA 354 Business Performance Analysis (5) Fall

A comprehensive survey of the basic tools and models used in contemporary financial statement analysis.

Prerequisite: CSC170

BuA 357 Investments (5) On Demand

This course provides students with an introduction to the tools for analyzing the potential returns and risks of individual securities and how to combine them efficiently into portfolios. The subject matter will be presented primarily from the viewpoint of the individual investor. The course will also examine the equilibrium pricing of capital assets, risk-adjusted evaluations of portfolio performance, the efficiency of the capital allocation process in security markets, the formulation of investment policies and strategies, and other investment-related topics.

Prerequisite: BuA 200

BuA 370 Management and Organizational Behavior (5) Winter

A study of the science and art of management with special emphasis on motivating and leading individuals in an organization.

Prerequisite: BuA 260 or consent of instructor

BuA 374 Interpersonal Relations in Organizations (5) On Demand

A study of human interaction in the organizational context. Topics to be covered include self-concept, frames of reference, values and attitudes, barriers and breakdowns in communications.

Prerequisite: BuA 370 or consent of instructor

BuA 376 Managing Human Resources (5) On Demand

The study of the basic principles and functions of effective personnel administration and human resource management. Extensive use is made of the case method of study. Students gain experience looking at personnel problems, individually and as members of groups.

Prerequisite: BuA 370 or consent of instructor

BuA 380 Principles of Marketing (5) Fall

An introduction to the important principles of marketing management and the role of marketing in a contemporary society, in business enterprises and in the nonprofit organization. Considers the planning, operation and evaluation of marketing and promotional efforts necessary to the effective marketing of consumer and industrial offerings.

Prerequisite: BuA 200 or consent of instructor

BuA 401 Entrepreneurship (5) On Demand

A study of the application of the science of management to the development and management of the small business enterprise. Opportunities, characteristics, and problems with the small business will be evaluated. Students will be required to develop a business plan for a small business and when possible students will be given an opportunity to work on special projects with small businesses in the community. The class requires active participation by students in and out of the classroom.

Prerequisites: BuA 370, 380, or consent of instructor

BuA 440 Management Simulation (5) Spring

This is the capstone course for majors in Business. It incorporates the use of a computer-based simulation in an effort to integrate all of the functional areas of business into one comprehensive course. Students are required to work in groups as managers of a simulated company and make the necessary marketing, finance, economic, accounting, and management decisions to run their company effectively. The students' grades are a function of individual and group performance.

Prerequisites: Senior standing, completion of all course requirements in major or permission of the instructor

BuA 470 Research in Business (5) On Demand

Research project or paper in business or economics. A student must present a course description/project proposal in writing to the faculty member chairing the research for approval by the end of pre-registration during the quarter prior to enrolling for the course. No more than 5 credit hours per quarter and a maximum of 10 credit hours may be taken.

BuA 480 Special Topics (2 - 5) On Demand

A series of special topic courses providing students with exposure to issues and concepts not covered in their regular course work.

Prerequisites: Junior standing or consent of instructor



HUMAN DEVELOPMENT

The Human Development major explores both theoretical and practical issues of human development, with a special focus on early childhood issues. The major is grounded in the disciplines of education, psychology, and human services. Students will explore patterns of behavior in learning, examine models for teaching within early childhood settings, and study dimensions of individual development within the framework of historical, social, and cultural foundations.

Graduates of the program will be well prepared to work in Head Start or other pre-school environments, to teach in elementary classrooms, or to pursue middle grades certification through the Master of Arts in Teaching program. Students who desire to pursue alternative certification through Georgia TAPP, must earn a 2.5 cumulative, and must have an offer of employment by a participating school district to meet eligibility requirements.

Education:

EDU 199 Foundation in Education

EDU 319 Math Methods

EDU 342 Child Development

EDU 354 Introduction to Reading and Literature

EDU 366 Creative Arts and Movement

History:

HIS 315 Georgia History (or other upper level HIS course at discretion of the Education Department chair)

Human Services:

HSV 146 Principles of Sociology

HSV 247 The Family

HSV 253 Social Problems

Psychology:*

PSY 149 Introduction to Psychology

PSY 202 Human Growth and Development

PSY 321 Social Psychology

PSY 350 Abnormal Psychology

Special Topics:

A senior-level course with relevant topics chosen from Human Services, History, or Psychology department

*Please refer to individual department listings beginning on page 41 for a description of these courses.

EDU 199 Foundations in Education (5) Fall

An introduction to teaching and learning, the course addresses issues including INTASC standards, curriculum, professionalism, accountability, code of ethics, and certification requirements. *This course must be completed prior to admission to the Human Development major, and is a prerequisite for all other EDU courses.*

EDU 319 Math Methods (5) Winter, beginning 2006

The course focuses on a constructivist, inquiry approach to learning and teaching in the early childhood and elementary classroom. There is an emphasis on pre-number concepts and problem solving and regular practice using mental mathematical exercises and activities with manipulatives.

EDU 342 Child Development (5) Fall, beginning 2005

The course involves study of the principles of growth and development from conception through twelve years of age. Specific attention will be given to the influences of family on physical maturation, cognitive development, social skills, and personality development. Major contributions from leading authorities in the field will be emphasized during the study of each area of development.

EDU 354 Introduction to Reading and Literature (5) Spring, beginning 2006

The course covers theories and principles of reading instruction, the reading process, and emergent literacy. There will be a focus on children's literature and its role in elementary reading programs.

EDU 366 Creative Arts and Movement (5) Fall, beginning 2005

The course explores theories and practices that promote intellectual, language, physical, social and emotional development, and school readiness for pre-school and elementary aged children. The course suggests ways to facilitate learning through a differentiated curriculum incorporating music, art, and movement, which reflects the child's community, cultural, linguistic, and individual characteristics.

GENERAL EDUCATION COURSES

Art and Design

ART 109 Art History Survey I (5) Fall

A course in the visual arts of western civilization from the Paleolithic period through the 16th century. Cultures surveyed will include Egyptian, Mesopotamian, Greek, Roman, Early Christian, Byzantine, Medieval, Gothic and the Italian and Northern Renaissance.

ART 110 Art History Survey II (5) Spring

This course will survey the history of Western art and architecture from the Baroque period to the beginning of the 20th century, including the stylistic movements of the Baroque, Rococo, Neoclassicism, Romanticism, Realism, Impressionism, Expressionism and Cubism.

ART 151 Basic Drawing (5) On Demand

A course in drawing fundamentals, including line, composition, perspective, and chiaroscuro. A variety of drawing media will be explored.

ART 227 Ceramics-Methods and Materials (5) On Demand

This introduction to ceramic methods and techniques explores both wheel throwing and hand building used in forming vessels and sculpture. This will include using the potter's wheel, slabs, coils, textures to create form. Glazing, decoration and firing methods such as raku, pitfire and standard reduction will also be emphasized.

ART 271 Painting I (5) On Demand

An introduction to painting with acrylics or oils. Projects will explore the fundamentals of composition and modeling with color and light

Computer Science

CSC 170 Microsoft Office and Information Systems (5) Fall, Spring

An introduction to information systems software. Microsoft Office Professional will be the primary software utilized.

English

ENG 100 Basic Composition (5) Summer

Introduction and practice in the fundamentals of expository writing, including paragraph development, organization, logic, grammar and mechanics.

ENG 101 Composition I (5) Fall

Introduction to expository writing, emphasizing the essay form, the writing process, and rhetorical modes of thesis development. Students use conference days for peer editing and consultation with instructors.

Prerequisite to all higher-numbered English courses.

ENG 102 Composition II (5) Winter

Introduction to critical thinking and writing about literature, emphasizing reading strategies and analytic writing. Students use conference days for peer editing and consultation with instructors.

Prerequisite to all higher-numbered English courses

ENG 103 Composition III (5) Spring

Introduction to interdisciplinary writing, emphasizing research techniques and methods of documentation. Students use conference days for library research, peer editing and consultation.

Prerequisite to all higher-numbered English courses

ENG 204 British Literature I (5) On Demand

A survey of British literature from the Anglo-Saxon Period through the Eighteenth Century. Short critical essays required, with at least one entailing documentation.

ENG 205 British Literature II (5) On Demand

A survey of British literature from the Romantics through the Modern/Postmodern Period. Short critical essays required, with at least one entailing documentation.

ENG 206 American Literature I (5) On Demand

A survey of American Literature from the Colonial period through American Romanticism. Short critical essays required, with at least one entailing documentation.

ENG 207 American Literature II (5) On Demand.

A survey of American literature from Realism and Naturalism through the Modern/Postmodern Period. Short critical essays required, with at least one entailing documentation.

ENG 208 World Literature (5) On Demand

A survey of classical works in translation, emphasizing the Greek, Roman, and Medieval periods. Short critical essays required, with at least one entailing documentation.

Freshman Seminar

COL 101 Gateway to Success (2) Fall, Spring

This orientation course uses discussion of directed readings, journal writing, and group activities to develop strategies for effective reading, writing, critical thinking, and related skills necessary for successful college study. The course must be completed within the first two terms after enrollment and is required for all freshmen and for transfer students with less than 45 quarter hours of earned credits.

General Science

GSC 10 Earth Science I (5) Winter

An introduction to the concepts, principles, and processes of Physical Geology with a brief consideration of Historical Geology.

GSC 102 Earth Science II (5) Spring

A continuation of Earth Science I with elements

Prerequisite: GSC 101

Health, Physical Education and Recreation

HPR 154 Community First Aid/CPR (2) Fall, Spring

Identification of emergency situations and selection of correct response. Certification in American Red Cross standard first aid and adult, child and infant rescue breathing and cardiopulmonary resuscitation.

HPR 200 Community Health (2) On Demand

An investigation of various health care programs available in the community and various health-related issues.

HPR 201 Community Recreation (2) Winter

An investigation of various recreation programs available in the community, state, and nation.

HRP 210 Fitness for Life (2) Winter

A study of basic principles of physical conditioning, weight control, relaxation, and stress management. Students will have the opportunity to devise and implement a personalized fitness/weight control program tailored to individual needs and levels of fitness.

PED 103 Badminton 103 (1) On Demand

Introduction to the skills, strategies, and rules of badminton.

PED 105 Jogging (1) Fall, Winter, Summer

Participation in progressive running programs designed to increase cardiovascular endurance.

PED 108 Physical Conditioning (1) Spring, Summer

Basic assessment, maintenance, and improvement of over-all physical fitness.

PED 116 Personal Fitness (1) On Demand

Introduction to diet and weight control techniques as well as assessment and maintenance of personal fitness.

PED 156 Canoeing (1) On Demand

Fundamental canoeing skills emphasized. Field trips to lake facilities and overnight camping experience are provided to give extensive opportunities for recreational canoeing.

PED 158 Backpacking (1) On Demand

Introduction to basic equipment, safety, and techniques of trail camping. Extensive field trips to state and national trails.

History

HIS 101 World Civilization I (5) Winter, alternate years

A survey course on the development of world civilization up to 1660.

HIS 102 World Civilization II (5) Spring, alternate years

A survey course on the development of world civilization from 1660 to present.

HIS 111 History of the United States to 1865 (5) Winter, alternate years

Emphasis on the Colonial, Revolutionary, early national, and Civil War periods.

HIS 112 History of the United States, 1865 to the Present (5) Spring, alternate years

Emphasis on Reconstruction, liberal nationalism, New Deal, and postwar periods.

HIS 203 Lives of Illustrious Men and Women (2) On Demand

A study of the men and women whose deeds and ideas shaped history.

HIS 205 Men and Movements that Shaped American History (2) On Demand.

A biographical study of American History.

HIS 315 Georgia History (5) Winter

A study of Georgia History from the pre-colonial period to the present with emphasis on the historical, social, economic and political development of the State.

Human Services

HSV 146 Introduction to Sociology (5) Fall

An introduction to the scientific study of the structure and dynamics of human society.

HSV 148 Introduction to Anthropology (5) On Demand

A general introduction to physical and cultural anthropology.

HSV 247 The Family (5) Spring

An analysis of contemporary marriage and family experiences.

HSV 253 Social Problems (5) Summer

A study of selected social problems in American society which are related to deviant behavior, value conflict, or social disorganization.

HSV 299 Introduction to Human Services (5) Fall

An introduction to generalist human services. Emphasis is placed on the historical development of the profession as well as exposure to various career opportunities in the helping profession.

HSV 306 America's Children (5) Winter

An analysis of current issues confronting America's children.

HSV 307 Criminology (5) Summer

A multi-disciplinary examination of criminal behavior and corrections, with an emphasis on competing theories regarding the origins and incidence of criminality and the social forces underlying criminal and deviant behavior.

Latin American Studies

LAS 104 Introduction to Latin American Culture (5) On Demand

A study of the art, literature, history, and anthropology of Latin America.

LAS 393 Intercultural Communications (5) Fall, Spring

A study of the cultural risks confronting the business manager in an international environment. This course will survey the differences in values and codes of behavior among a number of cultures with the primary focus being on Latin America. This course will give the student the opportunity to learn how to read and respond to the organizational culture of regulators, business associates and customers across cultural borders.

Mathematics

MTH 100 Basic Math (5) Summer, Winter

An overview of basic skills in mathematics including ratios and proportion, percent use of fractions and decimals, systems of measurements and linear equations.

MTH 101 College Algebra (5) Fall, Spring

A study of sets, real numbers, operations, order, inequalities, polynomial factoring, functions, graphs, exponents, first- and second-degree equations, and systems of equations.

Prerequisite: Mathematics 100 or satisfactory score on mathematics placement test.

MTH 114 Statistics (5) Fall

A study of problems related to statistical procedures as applied to economics, education, the social sciences, and the life sciences.

Prerequisite: Mathematics 101 or higher.

MTH 118 Quantitative Reasoning (5) On Demand

Mathematical techniques and computer methods will be used in the development of quantitative reasoning skills. This core focuses on answering questions and solving problems that require quantitative reasoning. These techniques and methods will be examined in the context of examples taken from the social sciences, business, economics and other disciplines. The applications of spreadsheets, graphing and statistical methods will be used.

Prerequisite: Mathematics 101 or higher.

MTH 360 Finite Mathematics (5) Spring

A study of the finite mathematics with business applications.

Prerequisite: Mathematics 101 or higher.

Music

MUS 112 Music Survey (5) Fall

A broad survey of music from the Western classical tradition aimed at developing aesthetic awareness and critical analysis of music from diverse styles and genres.

Philosophy

PHL 149 Introduction to Philosophy (5) On Demand

A survey of the major fields of thought involving those principles which are basic in the making of man's culture and history.

Political Science

PSC 101 United States Government (5) Spring

An introduction to political science through an analysis of the political system of the United States. Topics considered include: basic concepts of political science, federalism, civil liberties and civil rights, basic governmental institutions, elections and public opinion, political parties and groups, and domestic and foreign public policy.

Psychology

PSY 149 Introduction to Psychology (5) Fall

A survey of major topics in psychology including basic neuroanatomy, motivation, learning perception, personality and abnormal behavior.

This course is a prerequisite for all other psychology courses.

PSY 202 Human Growth and Development (5) Winter

A study of normal life beginning with conception. Important developmental phenomena are considered in the light of major theories of development.

PSY 321 Social Psychology (5) Spring

A course dealing with behavior as affected by social influences. Major topics include social perception, social communication (verbal and nonverbal), altruism, attitudes, aggression, and prejudice. Also, applied areas such as forensic psychology are considered.

PSY 350 Abnormal Psychology (5) On Demand

A survey of the causes, characteristics, current theories, and treatments of deviant behavior.

Religion

REL 101 Symbols, Texts, and Practices (5) On Demand

An introduction to the Christian tradition of faith through a study of its central symbols, sacred texts, and practices.

REL 102 Jewish Origins in Context (5) Fall, alternate years

A study of the Hebrew bible, commonly called by Christians the Old Testament, in the context of the ancient Near Eastern world. The course also will ask students to reflect on the impact of the Hebrew bible on Western civilization and its implications for the contemporary world.

REL 103 New Testament Writings in Context (5) Fall, alternate years

A study of the New Testament writings in the context of Greco-Roman civilization. The course also will ask students to reflect on the impact of Christian scriptures on Western civilization and consider their implications for the contemporary world.

REL 104 Dialogue with World Faith Traditions (5) On Demand

The course will place the insights of the Christian faith in dialogue with those of major living world religions.

Spanish

SPN 101 Beginning Spanish I (5) Fall, Spring

A course for beginners with intensive practice in oral communications, pronunciation, essentials of grammar, and where possible, reading of simple prose.

SPN 102 Beginning Spanish II (5) Winter

A continuation of Spanish 101.

Speech

SPC 105 Speech Fundamentals (5) On Demand

A course emphasizing development of organizational and delivery skills through individual speaking exercises in a variety of formats including informative, demonstrative and persuasive.

Theatre Arts

THA 101 Drama Survey I (5) On Demand

A survey of the discovery of theatre, beginning in ancient Greece and continuing through the rise of Realism. Students will study theatre as a developed art form through the reading, viewing and discussion of plays representing diverse eras of history.

THA 102 Drama Survey II (5) On Demand

A survey of the discovery of theatre from the rise of Realism through contemporary drama. Students will study theatre as a developed art form through the reading, viewing & discussion of plays representing diverse eras of history.



FACULTY

- Alford, Nancy Thomas (1969)
Assistant Professor Health and Physical Education
B.S. Georgia College; M.S., University of Tennessee
- Barrett, David M., Jr. (2003)
Assistant Professor of Business
BSME Tufts University; MBA Georgia State University;
Ph.D. Georgia State University
- Bearden, Cindi (2001)
Assistant Professor of Business
B.S. Jacksonville State University; MAc. University of Alabama;
Certified Public Accountant
- Birkeli, Jon (1987)
Chair; Ely R. Callaway, Sr. Professor in International Business
A.B. Lenoir-Rhyne College; Ph.D. University of South Carolina
- Cafaro, Joseph J. (1984)
Professor of History
A.A., Manatee Junior College; B.A., Florida Atlantic University;
M.A., Ph.D., Florida State University
- Cody, Susan R. (2002)
Assistant Professor of Human Services
B.A. Jacksonville University; M.A., Ph.D., University of Florida
- Dulin-Mallory, Nina (1989)
Professor of English
B. A., Clemson University; M.Ed., LaGrange College;
Ph.D., Auburn University
- Hampton, Jenny (2000)
Assistant Professor of Business
B.S. University of Georgia; MTx Georgia State University;
J.D. University of Chicago
- Joiner, Dorothy (2001)
Lovick Corn Professor Art History
B.A., St. Mary's Dominican College; M.A., Ph.D., Emory University
- McMullen, Linda (1999)
Assistant Professor of Organizational Leadership
B.S., M.S. Geneva College
- Messer, David W. (2003)
Assistant Professor
B.S., M.S., University of Tennessee; Ed.S. West Georgia College; Ed.D. East Tennessee University
- Mills, Fredrick V. (1967)
Professor of History; Chair, Department of History
A.B., Houghton College; S.T.B., Temple University; M.Th., Princeton University; M.A., Ph.D., University of Pennsylvania
- O'Connor, Francis A. (1997)
Assistant Professor of Latin American Studies
B.A., University of Pennsylvania; M.A., Idaho State University; Ph.D., University

- Plumlee, Amanda R. (1996)
Associate Professor of Latin American Studies and Modern Languages
B.S. UTC of Chattanooga; M.A., Ph.D., University of Tennessee
- Rosencrants, Lydia W. (1999)
Assistant Professor of Accountancy
B.S. University of Richmond; Ph.D., Michigan State University
- Reneke, Margaret (1999)
Assistant Professor of Art and Design
B.F.A., University of Georgia; M.F. A., Virginia Commonwealth University
- Shirley, Kevin L. (1998)
Assistant Professor History
B.A., M.A. (history), M.A. (religion), Ph.D., Florida State University
- Williamson, Phillip R. (1969)
Associate Professor of Health and Physical Education; Director of Athletics; B.S., M.S., Troy State University
- Yin, William Kuo-chuan (1994)
Associate Professor of Mathematics
B.S., National Chung Hsing University;
M.S., Ph.D., Auburn University

ADJUNCT FACULTY

- Barry, Robert J.
Instructor, Business Administration
B.S., Coker College; M.A., Pepperdine University
- Barrientos, Obed
Instructor, Spanish
B.A., Nuevo Leon State University; M.A., LaGrange College
- Baxter, Rev. Paul
Instructor, Religion
B.A., University of Georgia; M.Div., Yale University Divinity School
- Boozer, Robert K.
Instructor, Psychology
B.S., M.S., North Carolina State University; Ph.D. Georgia State University
- Darden, John G.
Instructor, Human Services
B.S., M.S., Auburn University
- DeGennaro, Mark L.
Instructor, Political Science
B.A., Berry College; J.D., M.A., Ph.D. University of Georgia
- Denney, Louise
Instructor, Mathematics
B.S., College of Charleston; M.Ed., West Georgia College
- Farrar, Fred
Instructor, Human Services
B.A., LaGrange College; M.Ed., West Georgia College
- Flor, Douglas L.
Instructor, Psychology
B.A., M.S., North Dakota State University; Ph.D. University of Georgia
- Harris, James
English Composition and Rhetoric
B.A., Paine College; M.Ed., LaGrange College;
C.Ed, International Institute

Lynn, Julianne

Instructor, Business Administration

B.A., University of Georgia; J.D., Samford University

Neal, Sarah B.

Instructor, English Composition and Rhetoric; English Literature

B.A., University of Georgia; M.A. Texas A & M University

Riggs, Tracy Clahan

Instructor, Speech and Theatre Arts

B.F.A., Catholic University; M.F.A., Florida Atlantic University

Stephens, R. Todd

Instructor, Computer Science and Information Systems

B.S. Columbus state University; MBA, Georgia State University, Ph.D., Nova Southeastern University



OUR CAMPUS

Cason J. Callaway Science Building

Built in 1972, this three-story brick building with the latest equipment for instruction in general science, biology, chemistry, math, and physics. The building is named in memory of a former member of the College's Board of Trustees.

Fuller E. Callaway Academic Building

Completed in 1981 and renovated in 2000, the Fuller E. Callaway Academic Building houses the Departments of Nursing, Psychology, History, Political Science, and Human Services.

Lamar Dodd Art Center

Completed in 1982, this building provides a physical environment and the equipment needed for art instruction as well as gallery space for the College's outstanding art collection. The building is named in honor of the late Lamar Dodd, a Georgia artist who was reared in LaGrange and whose paintings won international recognition.

Louise Anderson Manget Building

Built in 1959 and renovated in 2001, the Louise Anderson Manget Building houses the Division of Humanities, including the Departments of English, Latin American Studies and Modern Languages, and Religion and Philosophy.

Price Theatre

Completed in 1975, this dramatic arts building seats 280 and houses classrooms for the Department of Theatre Arts, faculty offices, scenery workshop, dressing rooms, costume room, actors' lounge, and a black box theatre.

Quillian Building

Built in 1949 and named in memory of a former president, Hubert T. Quillian, who served from 1938-1948, this building provides offices for the President, the Vice President for Academic Affairs and Dean, the Executive Vice President for Administration, the Business Office, and Institutional Research and Planning.

Smith Hall

The oldest building on the campus, the main portion of the building was constructed in 1842 of handmade brick formed from native clay. An addition was built in 1887 and a major renovation was completed in 1989 at a cost of over \$2.5 million. Ready for the 21st century, the building now houses classrooms, seminar rooms, and offices including Evening College, Admission, Financial Aid, and the Registrar. Smith Hall was named in memory of Mrs. Oreon Smith, wife of a former president of the College, Rufus W. Smith, who served from 1885 until his death in 1915. The building is on the National Register of Historic Places.

Sunny Gables Alumni House

Built by Mary and Julia Nix in 1924, Sunny Gables Alumni House is an outstanding example of early twentieth century Tudor Revival architecture designed by P. Thornton Marye and is now part of the National Register of Historic Places' Vernon Road Historic District. This multipurpose facility serves as the permanent home for alumni, as well as the Office of Alumni and Parent Relations and Campus Events Coordinator.

The Chapel

Built in 1965, the materials used in the construction of the Chapel link it with Christian worship in LaGrange and other parts of the world. Included in the structure are two stained glass windows made in Belgium more than 100 years ago; a stone from the temple of Apollo at Corinth, Greece; a stone from the Benedictine Monastery, Iona, Scotland; and a stone from St. George's Chapel, Windsor, England. Regular worship services are held when the College is in session.

Hawkes Hall

Completed in 1911, this four-story brick building is named in memory of Mrs. Harriet Hawkes, mother of College benefactor, the late A.K. Hawkes. The building houses women students on second, third, and fourth floors. Faculty offices and classrooms for the Education Department occupy the ground floor. Also on the second floor is the Nixon Parlor, named in honor of long-time supporter of the College, Winifred Adams Nixon '33.

Callaway Educational Building

Built in 1965 and renovated in 1994, the building houses on the Callaway Campus the Music Department, Offices of Intercollegiate and Intramural Athletics, and Offices of the Department of Health and Physical Education. The facility includes state-of-the-art electronic music equipment, a recording studio, a fitness center, a gymnasium, and faculty offices.

